

REEF Lionfish Program Coordinator

Summary

Reef Environmental Education Foundation (REEF), a non-profit, marine conservation organization, is seeking to hire a Lionfish Program Coordinator to manage REEF's Invasive Lionfish Control Program activities. REEF conducts marine life education programs and field research, and is one of the largest citizen science programs in the world. REEF programs engage the public through unique partnerships with private, governmental, NGO, scientific, and educational sectors. This position will focus on addressing invasive lionfish in the broader tropical western Atlantic through education, outreach, research and control.

Position Description and Responsibilities

Duties will include organization, management, and oversight of lionfish research, education/outreach, and control programs, and other related REEF activities. This staff member will work collaboratively with other REEF staff and interns, and will be based at REEF HQ in Key Largo, FL. Priority tasks and duties will include, but not be limited to:

- Organizing and scheduling research activities for existing and future lionfish research grants.
- Managing data from lionfish research projects.
- Conducting public education and outreach through talks, workshops, and demonstrations.
- Working with REEF's Education and Communication Manager to incorporate lionfish into public talks, webinars and news media.
- Representing REEF at local and out of town events including trade shows, symposia and media events.
- Organizing, securing sponsorship and managing REEF Lionfish Derby events locally and abroad.
- Managing the REEF Sanctioned Lionfish Derby Program
- Developing a strong coalition of support among a broad spectrum of constituent groups, including print, radio, and electronic media. Developing and maintaining a contacts database and relationships with key partners. Working with other REEF staff to develop and post appropriate media content for press releases, social media outlets, websites and electronic forums, and REEF's e-newsletter.
- Managing the REEF Lionfish Facebook page, and assisting with other REEF social media avenues.
- Working with staff in identifying new research priorities and related funding sources.
- Assisting in grant writing and fundraising events.
- Working as part of the REEF team to assist in other REEF related activities, duties, and functions.

Qualifications

Bachelors or higher degree in marine biology or related field. Experience in coral reef field research, including fish identification, survey methodologies and lionfish collecting and handling. Excellent organizational and public speaking skills. Proficiency with computers and software. Excellent written and oral communication skills, including the preparation of scientific publications and reports. Highly positive attitude and aptitude for working as a self starter in a face paced non-profit conservation organization. Strong interest in ocean life, marine conservation, and citizen science. Desire to make a difference. Ability to work in a diverse team and collaborate across multiple disciplines. Experienced scuba diver is preferred, although diving is not a required job responsibility.

Position Term, Compensation, and Work Environment

This is a year round, full time, permanent position. Starting salary \$27,000 with possible merit increases. Benefits include contribution towards health Insurance, accrued paid time off (PTO), option for flex-time work weeks, and 7 holiday days per year. U.S. and International travel may be required, as well as some weekend, holiday, and after hours work.

The position will be based at REEF's Headquarters in Key Largo, Florida, a 1913 historic conch-style house converted into offices, a retail area, and classrooms. Headquarters staff includes the Director of Operations, Director of Special Projects, Store Manager, Lionfish Program Coordinator, Communication and Education Program Manager, Trips Program Manager, interns and volunteers. Work environment is casual. Four additional staff – Director of Science, Membership Development Coordinator, Volunteer Fish Survey Project Program Assistant, and Outreach Coordinator – are located in remote offices. This position will report to the Director of Special Projects.

How To Apply:

Interested candidates should submit a cover letter, resume, and brief writing sample (no more than three pages) to Martha Klitzkie, Director of Operations, at Martha@REEF.org. Applications will be considered starting March 31, 2015, and position will be open until filled.

Organization Background:

Reef Environmental Education Foundation (REEF) was founded in 1990 as a way to educate scuba divers and snorkelers in marine life identification and to utilize their marine life sightings. Patterned after the successful Audubon and Cornell birding programs, REEF has grown into a 58,000 plus member organization with programs in place throughout the western hemisphere. Primary among these programs is the Volunteer Fish Survey Project, enabling marine enthusiasts to conduct surveys and submit sightings data from throughout the Tropical Western Atlantic, coastal North America, Tropical Eastern Pacific, Hawaii, and South Pacific. Data are managed by REEF staff and made available to researchers, scientists, managers, and the public free of charge via REEF's on-line database at www.REEF.org. To date more than 190,000 marine life surveys have been submitted.

In addition to the Fish Survey Project, REEF maintains a large and active diver education program with standardized course materials for each of its survey regions. Strong partnerships within the diving industry and effective outreach provide opportunities for thousands of divers to learn about marine life and take part in surveying activities throughout the year. REEF manages the July month long Great Annual Fish Count; the Grouper Moon Project – researching grouper spawning aggregations; the Exotic Species Program – addressing the impact and control of non-native marine fish species, particularly the human-induced invasion of Indo-Pacific lionfish into the Tropical West Atlantic; Special Projects – assessing fish population changes in and around marine reserves and on and around newly developed artificial reefs; printed and e-newsletter communications; and, several week-long field survey and data gathering expeditions. REEF maintains strong partnerships with federal, state, and local government agencies as well as other US based and international agencies, NGOs, and business entities.

REEF is an Equal Employment Opportunity Employer.